



LIVE WELL
SAN DIEGO

Behavioral Health Advisory Board (BHAB) Executive Committee Meeting Minutes

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Date: August 6, 2015
Time: 2:30 pm – 3:15 pm
Place: 1600 Pacific Highway – Room 358
San Diego, CA 92101

AGENDA ITEMS

I. Call to Order

Meeting called to order by Tom Behr at 2:30p. Those present were Executive Committee members, Tom Behr, Chair, Phillip Deming, 1st Vice Chair, Jenifer Mendel, 2nd Vice Chair, John Sturm, Member-at-Large and Rebecca Hernandez, Member-at-Large. Behavioral Health Services staff, Alfredo Aguirre, BHS Director and Traci Finch, Administrative Analyst III were also present.

II. Approval of the Minutes from July 2, 2015

M/S approval of minutes Mendel/Sturm. All ayes

III. Hearing from the Public (limited to 2 minutes per speaker)

None

IV. BHAB Membership and Vacancies

Tom Behr informed the Executive Committee of Shannon Lerach's resignation and noted a new total of five vacancies currently on the Board. It was clarified that although vacant positions are filled by the Board of Supervisors, it is acceptable for BHAB Members, county staff and/or community members to recommend potential candidates by submitting a Vacancy Nomination Form to Traci Finch. John Sturm noted the importance of diversity on BHAB and asked the Executive Committee keep this in mind as outreach efforts begin.

V. Nominating Committee and Voting Chronology

Tom Behr reminded the Executive Committee of the upcoming nominations of the Officers. The timeline was confirmed as follows:

1. During the month of August, a Nominating Committee will be formed consisting of no less than three BHAB members. Current Officers may not serve on the Nominating Committee.
2. September 3 - the Nominating Committee will be appointed by the Chair and the Advisory Board members will vote to approve.
3. During the month of September, the Nominating Committee will meet to discuss possible candidates for Officer positions and will secure verbal consent of those selected.
4. October 1 - the Nominating Committee will present the slate of Officers to BHAB for acceptance.
5. November 5 - BHAB will vote on slate of officers including any additional nominations from the floor.
6. Elected Officers are seated in January 2016.

VI. Advocate Requests

The Executive Committee reviewed two Advocate requests from Jerry Hall:

1. Alcohol Licensing and Enforcement Advocate

2. Homeless Advocate

After some discussion, it was decided more information is needed before moving forward with the Alcohol Licensing and Enforcement Advocate position and this topic was added to the list of future presentations. All agreed the Homeless Advocate position was appropriate to move forward as an Action Item at today's regular BHAB meeting.

It was clarified that there is no language in the current Bylaws specifying the term of Advocate positions. Advocates will term-out as their individual BHAB membership three-year term is up (or, if their appointing Supervisor is no longer on the Board.) It was further clarified that an Advocate role is to serve as "ears in the community" as a means to keep BHAB informed on current efforts versus being a representative who advocates for issues on behalf of BHAB or the County.

VII. BHAB Fall Retreat

Tom confirmed the Fall Retreat will be held on Saturday, October 10, 2015, at Behavioral Health Services from 9:00am-1:00pm. Discussion was held on the following topics:

1. Role of Advisory Board – Phil Deming suggested a presentation on the role of BHAB, perhaps from Supervisor Dave Roberts, since BHAB serves to inform the Board of Supervisors. John Sturm offered to share a "Mental Health Board 101" Powerpoint that could be adapted for the retreat. Also along those lines, Alfredo informed the group that the Agency Executive Office is putting together a presentation for Advisory Board Chairs on September 18 to detail the role of an advisory board and provide an overview of the budget process. Alfredo suggested a summary of this information could be shared at the Fall Retreat. Rebecca Hernandez suggested calling out parts of the Welfare and Institutions Code to clarify the fundamental requirements of an advisory board.
2. Parliamentary Procedure – Tom noted the parliamentary training he attended recently along with Jenifer Mendel and County staff. At the training, a condensed *Robert's Rules of Order* article was shared that extracts relevant information needed to run a formal meeting. Traci will email the document to the group.
3. System of Care Overview – The Executive Committee agreed that the System of Care suggestion would be better as a presentation at a regular BHAB meeting versus a topic at the Fall Retreat.

The Executive Committee agreed the Fall Retreat agenda would be structured as follows: the first half of the meeting will include topics that will provide fundamental information, establish a strong foundation of BHAB's role and set general expectations; the second half will focus on priorities that will then shape the formation of workgroups and subcommittees.

It was decided that the September Executive Meeting would be extended to finalize the Fall Retreat agenda. The group agreed to meet an hour earlier with a start time of 1:30pm.

VIII. BHAB Meeting Review

The Executive Committee decided on the following topics for upcoming months:

1. September – Katie A./Pathways and System of Care Overview
2. October – Teen Marijuana Use and the Developing Adolescent Brain (submitted by K.C. Strang), plus one other topic to be decided next month

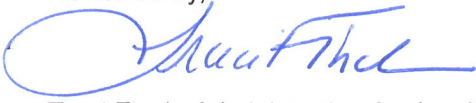
IX. Announcements

None

X. Adjournment

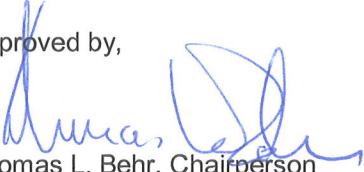
Adjourned at 3:30pm

Reviewed by,

A handwritten signature in blue ink, appearing to read "Traci Finch", written over a large, loopy initial "T".

Traci Finch, Administrative Analyst III
Behavioral Health Advisory Board Support Staff

Approved by,

A handwritten signature in blue ink, appearing to read "Thomas L. Behr", written in a cursive style.

Thomas L. Behr, Chairperson
Behavioral Health Advisory Board